

# GAYLORD COMMUNITY SCHOOLS

Special Board Meeting (workshop)

Thursday, January 9, 2025

12:00 PM

## MINUTES

Rachel Davis: Present  
Katie Drzewiecki: Absent  
Sara Gapinski: Present  
Doug Hempenstall: Present  
Lori Hewitt: Present  
Kari Visser-Robel: Present  
Jeff Wieber: Present

**APPROVED**

### I. CALL TO ORDER

### II. BOARD MINUTES

It is recommended that the Board approve the December 10, 2024, Special Board (Workshop) meeting minutes, as presented.

Motion to approve the December 10, 2024, Special Board (workshop) meeting minutes, as presented. This motion, made by Kari Visser-Robel and seconded by Rachel Davis, Passed.

Rachel Davis: Yea  
Katie Drzewiecki: Absent  
Sara Gapinski: Yea  
Doug Hempenstall: Yea  
Lori Hewitt: Yea  
Kari Visser-Robel: Yea  
Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

### III. SUPERINTENDENT UPDATES

#### A. Board Appreciation Month

- Board appreciation reception on January 13, 2025, at 5:00 p.m.

### IV. GCS REPORTS

#### A. Disciplinary Committee Meeting Update: Rachel Davis

- Rachel briefed the Board on the meeting recommendation; the committee supported.
- Motion will be at the Regular Board meeting on Monday, January 13, 2025.

#### B. Personnel Update: Mandy Bolen

- Postings for retiree positions will begin as early as January 2025.

C. Student Data Update: Dennis Keck

- Full student achievement data will be presented on Monday, January 13, 2025, at the regular Board meeting.

V. **NEW AND UNFINISHED ITEMS**

A. 2025 Board Organizational Meeting

- All the agenda items for the Organizational meeting will be a motion at the Regular Board meeting on Monday, January 13, 2025.
  1. Officer Election Discussion
    - Office of President:
    - Office of Vice President:
    - Office of Secretary:
    - Office of Treasurer:
  - Sara Gapinski expressed interest in the Office of President and Kari and Rachel supported Sara.
  - Rachel recommends that Jeff Wieber support the Office of the President as Vice President and Kari supports.
  - Kari is interested in an officer position.
  - Rachel is interested in an officer position.

2. Set Meeting Dates, Time and Place

The second Monday of each month at 6:00 p.m. as the regular meeting time in the Board Room at the Board of Education Building.

3. Designation of Depositories

Huntington National Bank and Michigan Liquid Asset Fund as the depositories for all Gaylord School Funds.

- Joe Hart recommends that Gaylord Community Schools remain with the current depositories.

4. Authorization of Signatures

Superintendent's and Board Treasurer's signatures as authorized paymaster signatures for GCS depositories listed above.

5. Appointment of Deputy Secretaries

Appoint the Superintendent and the Executive Administrative Assistant to the Superintendent, as deputy secretaries for the Board of Education. Their function is primarily to handle the election procedures and to record meeting minutes.

- Jim responded to Kari on the function of Deputy Secretaries.
  - Record meeting minutes
  - Handle election procedures

6. Appointment of Designated Electronic Funds Officer

Appoint the Director of Business and Finance to serve as the designated electronic funds officer.

7. Appointment of FOIA Coordinator

Appoint the Executive Administrative Assistant to the Superintendent to serve as the FOIA Coordinator.

8. Appointment of Title IX Officer

Appoint the Director of Human Resources and Employee Relations to serve as the Title IX Officer.

- Officers receive annual training from Thrun Law and Clark Hill for Title X.

9. Board Memberships

Continue membership for 2025 in the following associations:

Michigan Association of School Boards

Michigan Negotiators Association

Subscription to ASBA Journal

Michigan Institute of Educational Management

Michigan High School Athletic Association

Michigan Association of School Administrators

Michigan School Business Officials

Michigan Association of School Personnel Administrators

10. Appointment of School Legal Counsel

Thrun Law Firm, PC and Clark Hill Law Firm; as Legal Counsel for Gaylord Community Schools for 2025.

11. Board Committees

Establish standing committees for the following areas: Technology/Curriculum, Personnel/Finance/Negotiations, Building/Grounds/Transportation, Policy, and Student Discipline (on a need basis), or approve a committee of the whole.

- The board discussed options for the meeting schedule.
- Board recommends Committee of Whole and Regular Board meetings (6-month trial)
- The board will implement the Policy committee into Committee of Whole meetings at a later date.
- Proposed agendas time frame may vary, trial basis as well.

12. Board Member Stipend

Board member stipend options

- Committee of Whole and Regular Board meetings: \$40

B. Regular Meeting

1. Gaylord High School Early Graduation: Nicholas Ashton

- Nicholas is enlisting in the military.
- Motion will be at the Regular Board meeting on Monday, January 13, 2025.

2. GHS 2025- 2026 Curriculum Guide: Two Classes Added

- Math Essential Course: support for students who need credits to graduate.
- Field Experience: seniors who are over credits towards graduation are released to support students in the District (different from CO-OP).
- Motion will be at the Regular Board meeting on Monday, January 13, 2025.

3. GMS 2025-2026 Curriculum Guide: No Changes

- Motion will be at the Regular Board meeting on Monday, January 13, 2025.

4. GHS 4-2025 Student Long Term Suspension

- Motion will be at the Regular Board meeting on Monday, January 13, 2025.

5. Leave of Absence: Elizabeth Hunter

- Extension of original approved leave of absence.

6. Board Office/ECC Generator Bids

- Pre-purchase bid to get project started for a generator for the BOE/ECC building.
  - Future bids will be following for the project.
- GCS currently does not have emergency generators in other buildings.
- Motion will be at the Regular Board meeting on Monday, January 13, 2025.

**VI. PUBLIC INPUT**


**VII. ADJOURNMENT**

Motion to adjourn the Special Board (workshop) meeting to at 12:40 p.m. This motion, made by Sara Gapinski and seconded by Kari Visser-Robel, Passed.

Rachel Davis: Yea  
Katie Drzewiecki: Absent  
Sara Gapinski: Yea  
Doug Hempenstall: Yea  
Lori Hewitt: Yea  
Kari Visser-Robel: Yea  
Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

  
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Sara Gapinski

  
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Date

*Prepared by Cindy Huff for Sara Gapinski, Board Secretary*